

48th Island Art Fair APPLICATION

Saturday August 6th, 2022 9am to 4pm

Please print clearly

First & Last Name _____ Business Name _____

Phone Number _____

Email Address _____

Address _____

City/State/Zip _____

Description of art/craft to be sold _____

New Vendor

Did another Island Art Fair vendor refer you? If so, please indicate his/her name

Returning Vendor Previous space # _____ (Only if you want the same space)

Canopy: yes no spaces are 10x10 each

Approximate set up time required _____ Set up: Fri Sat

Please indicate the dimensions of the vehicle/trailer you will be driving. If the vehicle is too large you may not be able to drive to your assigned lot number. Be prepared to carry/haul your merchandise to designated spot. We will have all terrain vehicles/golf carts to assist you. *Please note: the bridge to get onto the island is 10 feet wide.*

Car Truck Van Motor Home

If a trailer is being utilized please give dimensions _____

License Plate #: _____ Handicap License #: _____

Will you be restocking your exhibit during the fair? yes no

*Mail application with check enclosed for \$85 payable to: Island Art Fair, PO Box 144, Grand Ledge MI 48837. Please also include two additional self-addressed stamped envelopes with your application or pay by credit card by calling Stephene – Fri/Sat at (517) 627-9843. **NOTE: Your booth space will not be reserved until payment has been received. ***NEW VENDORS ONLY***INCLUDE PHOTOS OF YOUR WORK – SEE GUIDELINES BELOW.***

48th Island Art Fair Application GUIDELINES

August 6th, 2022

Island Park - Grand Ledge, Michigan

Sponsored by: *Ledge Craft Lane*
120 S. Bridge Street Grand Ledge MI 48837
(517)627-9843

- All art and craft items must be the creation of and assembled by the exhibitor. Commercial/manufactured items (kits) are not eligible.
- **Jury:** This is a juried art fair. **Photographs** of all art and craft items must be submitted to the committee making the final selections. Please include photographs of “work in progress” as well. **Email pics to ledgecraftlane@juno.com**
- **Deadline:** Exhibitors are chosen by the Art Fair Committee. Space is limited so please register as early as possible. There will be a waiting list for last minute cancellations.
- **Spaces:** (10’ wide X 10’ deep). If more space is needed please sign up for two (2) spaces. You may NOT change spots with another exhibitor once your space has been determined. **There is no electricity available and compressors are prohibited.**
- **Registration:** Please send your completed registration form and registration fee of \$85.00 per space. Make the check payable to: Island Art Fair, P.O. Box 144, Grand Ledge, MI 48837. **Please note: booth space after July 6th will be \$95.00 per space. No applications will be accepted after July 23rd 2022.**
- **Notification:** Artists will be notified of acceptance after the jury process. A map showing your location in the park and set up time will be mailed or emailed to you in July.
- **Sales Tax:** On the application please include your sales tax license number. If you do not have a sales tax number you will need to obtain a concessionaire “Concessionaire’s Sales Tax Return and Payment”, Form 5089 by calling (517)636-4660 or go to https://www.michigan.gov/documents/2771f_2901_7.pdf.
- **Alternative Site:** This is an outdoor art fair. It will be held unless cancelled by the police or fire chief of the City of Grand Ledge. There is not an alternative site. Ledge Craft Lane and the Island Art Fair Committee are not responsible for inclement weather conditions. Fees will not be refunded in the event such conditions occur.
- **Hours of Operation:** Island Art Fair runs from 9:00 am to 4:00 pm. Exhibitors are expected to be open for business for the duration of the art fair. Exhibitors closing or packing up prior to 4:00 pm will not be eligible to participate in future Island Art Fairs.
- **Facilities:** Restrooms are located at the entrance to the Island by the baseball field. Porta-Johns will be located in the middle of the Island for use as well. **NO ALCHOLIC BEVERAGES ARE ALLOWED ON THE ISLAND/NO PETS ALLOWED ON THE ISLAND/NO SMOKING NEAR BOOTHS**

SET UP

- Set up time is Friday from 10:00 am to 6:00pm and Saturday between the hours of 6:00 am and 8:00am. Exhibitors are encouraged to set up all or part of their display on Friday.
- All motorized vehicles have 15 minute time allotments to be on the Island to unload. You may return to the island after parking your vehicle in the designated vendor parking areas for final set up.

Please note: There is a one lane bridge entrance to the Island. Therefore, set up has to be coordinated carefully to get all vehicles on and off the Island in a timely manner.

FINAL NOTES

LIABILITY: Security personnel will be patrolling the Island on Friday night. Exhibitors must carry their own liability insurance. All contents of each vendor exhibit are the vendor's responsibility.

SET UP ASSISTANCE: All vehicles will be restricted from the Island from 8:30am to 4:30pm Saturday. "Road Runners" and all-terrain vehicles with trailers will be available to assist you.

VENDOR PARKING: Free parking is provided on River Street with golf cart service for vendors up to the river path to the Island.

ASSISTANCE

Ledge Craft Lane, Sponsor - (517) 627-9843 - ledgecraftlane@juno.com
www.ledgecraftlane.com – Find us on Facebook